

85-4153
DDA Memo

ROUTING AND RECORD SHEET

SUBJECT: (Optional)

Grace Commission Survey of the CIA

FROM:

Harry E. Fitzwater
Deputy Director for Administration

EXTENSION

NO.

DATE

5 December 1985

TO: (Officer designation, room number, and building)

DATE

RECEIVED

FORWARDED

OFFICER'S
INITIALS

COMMENTS: (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1.

Executive Director

2.

3.

Deputy Director of
Central Intelligence

4.

5.

Director of Central
Intelligence

6.

7.

8.

DDA

9.

10.

11.

12.

13.

14.

15.

Bill,

Attached is the letter to
Peter Grace. The functions
proposed are in accordance with
our discussion.

Harry E. Fitzwater

Attachment

100-28

Memo returned from
ER 860127 —
Not signed

Central Intelligence Agency



Washington, D.C. 20005

85-4153

Mr. J. Peter Grace
 Chairman of the President's Private Sector Survey
 on Cost Control in the Federal Government
 1511 K Street, N.W.
 Suite 540
 Washington, D.C. 20005

Dear Peter:

Following up on our meeting of 3 December, I invite you to bring in a team to perform an efficiency and personnel and cost control survey at the Central Intelligence Agency (CIA). I believe that in order to get a better focus and concentration in this survey, it is best to select a few subjects where the payoff may be high. I propose the following functions, however, there may be additional ones identified as the survey progresses.

- o Intelligence planning and direction
- o Intelligence processing
- o Intelligence production
- o Agency organization
- o Research and development
- o Automated data processing and communications
- o Financial and budget processes

Because there is no way to separate sensitive operational aspects from administrative and managerial functions, it will be necessary that each survey team member be processed for top secret security clearances requiring background investigations, national agency checks, and polygraphing. The survey team will not review sensitive aspects of the Directorate of Operations (DO) and the Directorate of Science and Technology (DS&T).

We no doubt have new opportunities for increased efficiencies and personnel and cost savings here at the CIA. Your survey should assist us in identifying them. We will help your survey team in this endeavor in every way possible. I look forward to hearing from you.

Yours,

DDA/HEFitzwater:rf (5 Dec 85)

Distribution:

Orig - Addressee

- 1 - ER
- 1 - DDA Plans Staff
- 1 - DDA Subject
- 1 - DDA Chrono
- 1 - DDA Chrono

William J. Casey

Director of Central Intelligence

STAT
 STAT